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## **Chapter 6**

### **ALRE Maintenance Management Teams**

#### **6.1 TYCOM ALRE Maintenance Management Team Composition**

**6.1.1** ALRE maintenance management teams shall be established by the air type commanders (TYCOMs) and COMNAVAIRSYSCOM (PMA 251F). These teams serve as the last link in the chain between the CNO program sponsor and the fleet carrier (CV/CVN)/shore establishments, ensuring that ALREMP policy and maintenance practices remain standard. The ALREMP management teams, at a minimum, will consist of one highly experienced ALREMP maintenance officer and one highly qualified ABCM/ABECS/ABEC capable of providing guidance in all facets of ALREMP. Two concepts of operation are used, assistance and audit.

#### **6.2 Concept of Operations**

**6.2.1** ALRE maintenance management teams make assist visits to fleet CV/CVNs during the ship's work-up cycle and to ALRE shore activities annually. These visits will be informal and advisory in nature and should not disrupt normal operations and maintenance. The team will evaluate V-2 division's operation and maintenance procedures for adherence to current CNO, NAVAIRSYSCOM, NAVAIRWARCENACDIV Lakehurst, and all applicable TYCOM directives. Activities visited are encouraged to discuss their maintenance, material and personnel problems and to reveal other areas of concern where guidance may be beneficial. Critiques with the air officer, V-2 division/site officer, ALRE maintenance officer and other designated personnel are scheduled at mutually agreed upon times. If deemed necessary by auditors, higher levels of the chain of command may need to be de-briefed. Notes and recommendations for change and improvement are left with the visited activity for their own use.

**6.2.2** ALRE maintenance management teams will conduct an audit of fleet carriers prior to deployment and to ALRE shore activities annually. The audit will evaluate the overall ALRE maintenance program and the activity's compliance with current CNO, NAVAIRSYSCOM, NAVAIRWARCENACDIV Lakehurst, and applicable TYCOM directives.

**6.2.3** The commanding officer may request the services of the ALRE maintenance management teams whenever he/she deems it necessary.

#### **6.3 Duties and Functions**

**6.3.1** ALRE Maintenance Management Teams advise, train and audit fleet carrier V-2 divisions and shore activities on aircraft

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launching and recovery equipment maintenance procedures, including related administrative and logistics requirements. Specific functions include, but are not limited to:

a. Providing guidance in interpretation of ALREMP directives, detecting and assisting in resolving problems, and ensuring uniformity and standardization of policies and procedures in all fleet CV/CVNs.

b. Providing advice, training, and assistance in proper operation, maintenance of ship's installed ALRE.

c. Analyzing personnel use, including NEC assignment and utilization, divisional Enlisted Distribution and Verification Report (EDVR) management, and Ship's Manning Document (SMD) requirements for the V-2 division.

d. Advising, training, and assisting with maintenance training procedures, Personnel Qualifications Standards (PQS), and the Maintenance Training Improvement Program (MTIP).

e. Providing informal liaison between the fleet unit and the TYCOM staff.

f. Reviewing and advising management and supervisory personnel regarding compliance with all aspects of the quality assurance program.

g. Advising and assisting in proper maintenance and material control techniques, requisitioning procedures, and record keeping requirements.

h. Reviewing and recommending changes to ALREMP policy, procedures, instructions, and publications.

i. Upon completion of formal audits, forward a copy of all discrepancies and comments to COMNAVAIRSYSCOM (PMA251).

#### **6.4 Scheduling**

**6.4.1** ALRE Maintenance Management Team visits will be scheduled by the TYCOM on a routine basis, with each ship visited at least once during the work-up cycle and/or during shipyard availabilities. Formal audit will normally be conducted for fleet carriers prior to deployment and to ALRE Shore activities annually. However, to evaluate overall ALREMP and Quality Assurance (QA) management procedures used, including compliance with current Chief of Naval Operations (CNO) and Type Commanders instructions, a formal audit will be conducted at least annually. The ALRE Management Team may

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come aboard for unscheduled assist at the TYCOMs discretion or may be requested by the activity via naval letter or message whenever the command feels it is necessary.

**6.4.2** ALRE maintenance management teams shall inform COMNAVAIRSYSCOM (PMA251) as early as possible, but no less than two weeks prior to the actual dates of all formal audits.

## **6.5 Evaluation Criteria**

**6.5.1** Assist visits are informal in nature and results should be provided to the command at the conclusion of the visit by informal means. If major discrepancies are observed during the assist visit, the chain of command will be notified immediately by the ALRE Maintenance Management Team and a formal letter to the ship's Commanding Officer will be required.

**6.5.2** Formal audits will require a formal report, listing all discrepancies, and a summary statement will be forwarded to the Commanding Officer within 30 days of audit completion. A copy of the report will also be forwarded to COMNAVAIRSYSCOM (PMA 251F2).

**6.5.3** A report of corrective action taken will be submitted to the Type Commander within 30 days of the receipt of the formal audit results. Each discrepancy listed in the report will be addressed individually to correspond with item/paragraph. Major discrepancies must be corrected within 30 days. Updates will be submitted every 60 days until all discrepancies are corrected.

**6.5.4** Major discrepancies identified that are safety related will require a grade of unsatisfactory during the audit and must be reevaluated as soon as the ship has taken corrective action.

### **NOTE**

**A major discrepancy is any deficiencies which, if not corrected, could result in death or injury to personnel, or damage to or loss of aircraft, equipment, or facilities.**